

**PUBLIC EMPLOYEES' RETIREMENT BOARD**  
**100 N Park**  
**Helena MT 59620**  
**Personnel Committee Meeting**  
**Monday June 4, 2007**  
**11:00 AM**

Committee Members: Elizabeth Nedrow Chair, N. Jay Klawon  
and John Paull; all members were present.

Staff: Roxanne Minnehan, Melanie Symons, and Scott Miller

Other Attendees: Anna Garza, Executive Assistant, Shelly Pardis, Sheri Mitchell,  
Kathy Herbel, Kathleen Field, HR, Greg Martin, Labor Relations,  
and Stacey Bird, MPEA Rep.

**Negotiation Team (members include)**

Personnel Committee Elizabeth Nedrow, Chair, Jay Klawon and John Paull

MPERA Management Melanie Symons, Legal Counsel, Scott Miller, Legal  
Counsel and Roxanne Minnehan, Executive Director

MPERA Staff Shelly Pardis, Sheri Mitchell, and Kathy Herbel

DOA Staff Kathleen Field, HR and Greg Martin, Labor Relations

MPEA Representative Stacey Bird

**Public Comment** – *No public comment.*

**Minute Approval**

Mr. Jay Klawon moved to approve the minutes of the May 10, 2007 Personnel Committee meeting. Mr. John Paull seconded the motion. The motion carried 3 to 0.

**Meeting Summary**

The meeting was called to discuss negotiations between the MPEA and PERB/MPERA. PERB/MPERA presented the Union representatives with their written rejection of the Union's package proposal. The Union representatives left the meeting to caucus. Management presented the Union representatives with PERB/MPERA's package proposal. The Union representatives left the meeting to caucus. Upon return, the Union presented their counter proposal. Union left for Management caucus. PERB/MPERA and MPEA came to an agreed package proposal.

**MPEA-MPERA/PERB Negotiations**

Ms. Stacey Bird mentioned that the sheet that was provided to her with Management's budget projections was not what she was looking for. She was looking for the budget. Mr. Greg Martin stated that we had told them already that we do not have the budget ready at this point.

Mr. Greg Martin went over management's response to reject MPEA's package proposal. Ms. Bird requested a written response to the Union's package proposal, which Mr. Martin provided.

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The Union representatives left the meeting at 11:07 a.m. to caucus.

Management discussed the possibility of giving a bonus in FY 09 with excess money after all administrative expenses have been paid. They then discussed splitting the 0.6% in the second year. PERB/MPERA then drafted a package proposal for the Union's consideration.

**PERB/MPERA Package Proposal:**

**Proposal 1: Section 1.** A probationary period shall be utilized for the most effective adjustment of a new employee and for the elimination of any employee whose performance does not, in the judgment of the employee's supervisor, meet the required standard of performance.

The probationary period shall last for ~~six months~~ one year. If the Employer determines at any time during the probationary period that the services of the probationary employee are unsatisfactory, the employee may be separated upon written notice from the Employer. The matter of the creation of additional probationary periods may be discussed in the appropriate supplemental(s).

**Proposal 2: Job Vacancies:** Whenever a vacancy or newly-created position occurs within the bargaining unit, the Employer will prepare a job notice and will post the opening internally for a minimum of ~~five~~ two working days prior to any public advertisement. Bargaining unit employees who submit a letter of interest within two working days to the person designated in the opening announcement will have three additional working days to complete the application and any other requirements for the posted position. When internal applicants do not possess the desired qualifications, Management reserves the right to consider outside applicants.

**ADDENDUM A**

**Proposal 3:** TA 4-23-07.

**Proposal 4: Section 8. Promotions.** Management drops proposal 5-10-07 stay with current language.

**Proposal 5: Section 12. 2008-09 pay raises:** All employees will receive the statutory pay increases of 3% October 1, 2007, and October 1, 2008, as described in HB 13. MPERA will pool the 0.6% discretionary funds available October 1, 2007 to advance below market employees toward their target market rate. MPERA will pool 0.3% of the discretionary funds available October 1, 2008 to advance below market employees. The remaining 0.3% will be distributed across the board to all covered employees.

**Proposal 6:** TA 4-23-07.

The Union representatives rejoined the meeting at approximately 1:15 p.m.

Mr. Greg Martin then presented and explained to the Union representatives the above noted PERB/MPERA package proposal.

The Union representatives left the meeting at 1:20 p.m. to discuss PERB/MPERA's proposal.

The Union representatives rejoined the meeting at 1:30 p.m.

Ms. Bird presented the Committee with the following proposal:

**Proposal 1: Section 1.** A probationary period shall be utilized for the most effective adjustment of a new employee and for the elimination of any employee whose performance does not, in the judgment of the employee's supervisor, meet the required standard of performance.

The probationary period shall last for ~~six months~~ nine months. If the Employer determines at any time during the probationary period that the services of the probationary employee are unsatisfactory, the employee may be separated upon written notice from the Employer. The matter of the creation of additional probationary periods may be discussed in the appropriate supplemental(s). Employees hired prior to July 1, 2007 will be grandfathered under the six month probationary period.

**Proposal 2:** TA.

**Proposal 3:** TA.

**Proposal 4:** TA.

**Proposal 5:** TA.

**Proposal 6:** TA.

The Union Representatives left the meeting at 1:35 p.m. for PERB/MPERA caucus.

The Committee discussed the package proposal. They were willing to accept MPEAs proposal 1 and extend the probationary period to nine months instead of a year. Management accepted the Union's proposal.

The Union representatives rejoined the meeting at 1:37 p.m.

Mr. Greg Martin informed the Union representatives that they have a tentative agreement on the package proposal. Both Mr. Martin and Ms. Bird signed the mutually agreed upon package proposal.

The Union Negotiation Members set a date of Thursday, June 14, 2007 during lunch, for the MPERA Union employees to vote on the tentative agreement.

## **ADJOURNMENT**

There being nothing further to come before the Committee, Mr. Jay Klawon moved to adjourn the meeting. Mr. John Paull seconded the motion. The motion passed with all three votes and Ms. Elizabeth Nedrow adjourned the meeting at approximately 1:40 p.m.